

# **Graphic Designing**

## **Adobe Illustrator (AI)**

### **• Working with Adobe Illustrator**

- Using the Welcome screen
- Work area
- Using tools and commands
- Changing the tool pointer
- Using tool tips
- Using palettes
- Showing and hiding palettes
- Viewing artwork
- Navigating the view area
- Using the Navigator palette
- Setting up windows and views
- Viewing artwork as paths
- Previewing how artwork will print
- Using the status bar
- Undoing and redoing changes
- Using the Preferences dialog box
- Using plug-in modules
- Exiting Illustrator

### **• Creating Objects in Adobe Illustrator**

- Vector graphics
- Bitmap images
- Combining vector graphics and bitmap images
- Transparency and flattening
- Image resolution
- Printer resolution and screen frequency
- Creating and opening documents

- **Creating new documents**
- **Creating new templates**
- **Opening existing files**
- **Setting up the art board**
- **Changing the size and color of the art board** □ **Moving the printable area**
- **Laying out artwork with precision**
- **Changing the unit of measurement**
- **Using rulers**
- **Using the grid**
- **Using guides**
- **Measuring the distance between two points**
- **Using the Info palette**
- **Importing artwork**
- **Placing artwork**
- **Importing artwork from PDF files**
- **Importing artwork from EPS files**

## ● **Drawing in Adobe Illustrator**

- **Drawing simple lines and shapes**
- **Drawing straight lines**
- **Drawing rectangles and ellipses**
- **Drawing polygons**
- **Drawing arcs**
- **Drawing spirals**
- **Drawing paths**
- **Direction lines and direction points**
- **Drawing straight segments with the Pen tool**
- **Drawing curved segments with the Pen tool**
- **Adjusting paths**
- **Changing the color mode of a document**

- Using the Color Picker
- Selecting a color using the color spectrum
- Creating multiple fills and strokes in an object
- Converting strokes to filled objects

## **Corel Draw (CD)**

### **1. An Introduction**

- Shaping
- Tracing
- Effects and Fills
- Formatting text
- Spot colors
- Core1DRAW terminology and concepts
- Core1DRAW application window
- Core1DRAW X3 Tools
- Vector graphics and bitmaps
- Starting and opening drawings
- Finding, inserting, and storing drawing content
- Working with templates
- Undoing, redoing, and repeating actions
- Zooming and panning
- Previewing a drawing
- Select viewing modes
- Working with views
- Recovering files
- Saving drawings

### **2. Lines and Outlines**

- Drawing lines
- Drawing calligraphic, pressure-sensitive, and preset lines

- **Formatting lines and outlines**
- **Copying, converting, and removing outlines**
- **Closing multiple line segments**
- **Applying brush strokes**
- **Spraying objects along a line**
- **Drawing flow and dimension lines**

### **3. Working with Shapes □ Drawing ellipses, circles, arcs, and pie shapes**

- **Drawing polygons and stars**
- **Drawing spirals**
- **Drawing grids**
- **Drawing predefined shapes**
- **Drawing by using shape recognition**

### **4. Objects and. Symbols**

- **Copying, duplicating, and deleting objects**
- **Creating objects from enclosed areas**
- **Creating a boundary**
- **Copying object properties, transformations, and effects**
- **Cloning objects**
- **Positioning objects**
- **Using the rulers**
- **Calibrating the rulers**
- **Setting up the grid**
- **Using guidelines**
- **Setting the drawing scale**
- **Aligning and distributing objects**
- **Using dynamic guides**
- **Changing the order of objects**
- **Sizing and scaling objects**
- **Rotating and mirroring objects**

- **Grouping objects**
- **Combining objects**
- **Locking objects**
- **Finding and replacing objects**
- **Constraining objects**
- **Working with curve objects**
- **Shaping curve objects**
- **Mirroring changes in curve objects**
- **Skewing and stretching objects**
- **Smudging objects**
- **Roughening objects**
- **Applying distortion effects**
- **Shaping objects by using envelopes**
- **Cropping objects**
- **Splitting objects**
- **Erasing portions of objects**
- **Trimming objects**
- **Filletting, scalloping, and chamfering corners** □ **Welding and intersecting objects**
- **Creating PowerClip objects**
- **Using symbols**
- **Using symbols in drawings**
- **Managing collections and libraries**
- **Sharing symbols between drawings**

## **5. Color and Fills**

- **To apply a uniform fill**
- **Applying fountain fills**
- **To apply a preset fountain fill**
- **To apply a two-color fountain fill**
- **To apply a custom fountain fill**

- **Applying pattern fills**
- **To apply a two-color pattern fill**
- **To apply a full-color or bitmap pattern fill**
- **Applying texture fills**
- **To apply a texture fill**
- **Applying PostScript texture fills**
- **To apply a PostScript texture fill**
- **Applying mesh fills**
- **To apply a mesh fill to an object**
- **Add an intersection**
- **Add a node**
- **Remove a node or an intersection**
- **Shape the mesh fill**
- **Remove the mesh fill**
- **To add color to a patch in a mesh fill**
- **Color an intersection node in a mesh fill**
- **Mix a color in a mesh fill**
- **Working with fills**
- **To choose a default fill color**
- **To copy a fill to another object**
- **To show fills in open curves**
- **Using colors**
- **Default color palette**
- **Fixed or custom color palettes**
- **Color viewers**
- **Color harmonies**
- **Color blends**
- **Choose from different shades of a color**
- **View more colors in the default color palette**

- **Creating custom color palettes** □ **Setting color palette properties**
- **Dock a color palette**
- **Undock a color palette**
- **Color models**
- **CMYK color model**
- **RGB color model**
- **HSB color model**
- **Grayscale color model**
- **Managing color for display, input, and output**
- **Color management dialog box**
- **Advanced color management settings**
- **Correcting colors for display**

## **6. Using Special Effects**

- **Contouring objects**
- **To contour an object**
- **Specify the number of contour lines**
- **Specify the distance between contour lines**
- **Accelerate contour line progression**
- **To set the fill color for a contour object**
- **To specify an outline color for the contour object**
- **To set the fill progression**
- **Applying perspective to objects**
- **Apply a one-point perspective**
- **Apply a two-point perspective**
- **To copy an object's perspective effect**
- **To adjust the perspective**
- **To remove an object's perspective effect**
- **Creating vector extrusions**
- **Bevels**

- Extruded fills
- Lighting
- Vanishing points
- To create a vector extrusion
- Apply preset settings to a vector extrusion
- To copy or clone a vector extrusion
- Rotate an extrusion
- Change the direction of an extrusion
- Change the depth of an extrusion
- Round the corners of an extruded rectangle or square
- Adjust the intensity of a light source
- Remove a light source
- Lock a vanishing point
- Copy a vanishing point  Set one vanishing point for two extrusions
- Creating bevel effects
- Beveled surfaces
- Light and color
- Creating drop shadows
- Blending objects
- Blend along a straight line
- Blend an object along a freehand path
- Fit a blend to a path
- Stretch the blend over an entire path
- Create a compound blend
- Using Transparencies
- Applying merge modes
- Using lenses with objects
- Applying lenses

## 7. Text and Bitmaps



- Adding and selecting text
- Encoding text
- Changing the appearance of text
- Aligning and spacing text
- Shifting and rotating text
- Moving text
- Fitting text to a path
- Formatting paragraph text
- Substituting unavailable fonts
- Using bitmaps
- Adding bitmaps

#### **8. Minting and Color Separations**

- Laying out print jobs
- Previewing print jobs
- Fine-tuning print jobs
- Printing colors accurately
- Printing to a PostScript printer
- Using the Print merge wizard
- Preparing a print job for a service bureau
- Working with imposition layouts
- Printing printers' marks
- Printing color separations
- Exporting files
- Web publishing

## **Adobe Photoshop CS (AP)**

1. Photoshop Image Manipulation
  - Retouching and image size
  - Straightening and cropping an image, tonal range

- Replacing colors in an image, Dodge tool, Sponge tool,
- Unsharp Mask filter, four-color printing

## 2. Working with Selections

- Selection tools,
- Magic Wand tool, oval and circular selections,
- Magnetic Lasso tool, lasso tools, and erasing within a selection

## 3. Layer Basics

- Rearranging layers, Editing text
- Flattening and saving files
- Creating a layer set and adding a layer
- Using layer comps

## 4. Masks and Channels

- Working with masks and channels,
- Creating a quick mask,
- Saving a selection as a mask, applying an adjustment,
- Creating a gradient mask, Applying effects using a gradient mask

## 5. Image Retouching and Repairing

- Clone Stamp tool, Pattern Stamp tool, Healing Brush and Patch tools, Retouching on a separate layer

## 6. Painting and Editing

- Custom workspace,
- Blending an image with the background, history tools,
- Brush tool, create a picture frame, Color Section

## 7. Basic Pen Tool Techniques

- Pen tool, Drawing straight paths, • Drawing curved, Editing anchor points

## 8. Vector Masks, Paths, and Shapes

- About bitmap images and vector graphics

## 9. Advanced Layer Techniques

- Creating layer sets, adjustment layer, gradient layer, layer from another file,
- Liquifying a layer,

- Creating a border layer,
- Flattening a layered image,
- Duplicating and clipping a layer

#### Creating Special Effects

- Changing the color balance
- Applying filters

#### 10. Preparing Images for Two-Color Printing

- Printing in color, Using channels and the Channels palette, change color to grayscale,
- Creating two-color Web graphics

#### 11. Arranging Layer Objects in ImageReady

- Duplicating and aligning layers,
- Changing multiple lines of type

#### 12. Creating Links within an Image

- Slicing an image in Photoshop,
- Working with slices in ImageReady,
- Working with image maps (ImageReady)

#### 13. Optimizing Web Images

- Optimizing images using Photoshop or ImageReady
- Optimizing a JPEG, GIF,
- Controlling dither and reducing colors, dithered transparency

#### 14. Producing and Printing Consistent Color

- Reproducing colors,
- Specifying color management settings,
- Proofing an image

## **Adobe Indesign**

- The Work Area
- Setting up
- New Documents

- **Shapes and Frames**
- **Textual Content**
- **Typography**
- **Working with styles**
- **Working with Images**
- **Layers**
- **Special Effects**
- **Tables**
- **Object Libraries**
- **Pre-flighting , Packaging and Output**